



MULUNGUSHI UNIVERSITY
OFFICE OF REGISTRAR
OPEN DISTANCE LEARNING UNIT

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KABWE

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12th April 2024

Dear Student

INVITATION TO SEMESTER II 2023/2024 SESSIONAL EXAMINATIONS

We wish to invite you to come and sit for Semester II, 2023/2024 Academic Year Sessional Examinations. Examinations will run from **Monday, 10th June to Friday 21st June, 2024** at the following Centres:

<u>Province</u>	<u>Town</u>	<u>Centre</u>
Lusaka	Lusaka	National Institute of Public Administration (NIPA)
Copperbelt, Luapula & Northwestern	Ndola	Kansenshi High School
Eastern	Chipata	Chipata College of Education
Northern / Muchinga	Kasama	Lukashya Trades Training Institute
Southern/Western	Choma	Choma Day Secondary School
Central	Kabwe	MU – Great North Road Campus

NOTE:

1. Lists indicating details of students who registered by Centre will be availed to members of staff manning the examination centres. Therefore, students are being advised to write examinations **strictly** as per Centre registration database to avoid being inconvenienced.
2. **Residential School**
Residential school for **Semester I** of **2024/2025** Academic year will be held at Great North Road Campus on the following dates:
 - **Postgraduate Students: Sunday, 28th July, to Friday, 9th August, 2024.**
 - **Undergraduate Students: Sunday, 11th August to Friday, 23rd August, 2024.**

Please ensure that all assignments have been submitted as they constitute an important part of your Continuous Assessment (CA).

Furthermore, you are advised to pay all outstanding tuition fees before you come for examinations as there will be no one to negotiate with regarding the fees at the Centres. All the fees can be deposited in the Mulungushi University **ZANACO Bank** account using **Bill Muster** and other banks as provided for by Account's office.

Further note that:-

1. Students are requested to clear all outstanding balances by **30th May, 2024** in order to be eligible to write **Semester II** Sessional examinations.
2. Students should ensure that they meet 80% threshold payment of semester fees before commencement of examinations. Examination slips can be downloaded via the Student portal online and have it printed out.
3. Only students whose names are appearing on Kabwe Centre register will be allowed to write examinations at MU Great North Road campus.

For any clarifications, please contact ODL Unit on telephone no. 0977512687/0976900625/0977108891 and email odl@mu.ac.zm;



Emmanuel Makungu
DEPUTY REGISTRAR – ACADEMIC AFFAIRS

Copy: Deputy Vice-Chancellor
Chief Financial Officer
Dean of Students
Assistant Registrar – ODL
Assistant Registrar - Examinations